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# **SURVEYS ---MANAGEMENT ANALYSIS STAFF DD/I AREA**

**FY 1955**

Procedures for The Coordination Area  
Survey of Document Handling in OSI  
Survey of Document Handling Problems OSI & OCR ("In-Basket")

**FY 1956**

Graphics Register Survey  
Industrial Register Survey  
Survey of the Four Registers Office of Central Reference  
OCR Survey of Foreign Institutes  
OCR Space Survey

**FY 1957**

Survey of Technical Information Unit FBID  
Survey of CIA Watch Office  
Survey of Acquisitions Branch, OCR

**FY 1958**

OCR Publications Procurement Procedures and Budget Policy  
OCR Publications Accounting and Extension of IBM Usage  
Survey of Staffing Requirements of OCI Printing Plant  
Methods for Dissemination of Publications and Collection Information  
Document Input Processing, Document and Machine Divisions

**FY 1959**

Distribution of Adm. Activities Among DD/I Adm. Staffs  
Reorganization of Document Division OCR  
Reorganization and T/O Revision of the CIA Library, OCR  
Reorganization of Radio Propaganda Br. FBID  
Reorganization of OSI Adm. Branch  
Survey of Cable Section, OCR  
Reorganization of Industrial Register OCR  
Report of Survey of DD/I Adm. Staffs

**FY 1960**

Reorganization of PIC  
Study of EAM Requirements Machine Division OCR  
Study of EAM Requirements Machine Branch SR/OCR